

**Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Eighth Town Council of Highland
Monday, June 20, 2016**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, June 20, 2016** at the time of 7:06 o'clock p.m.

Silent Roll Call: Councilors Bernie Zemen, Dan Vassar, Mark Herak, Steve Wagner, and Konnie Kuiper were present. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

Additionally Present: Daniel R. Atilano, AIA, LEED, AP, Principal with Dewberry Architects; and Scott Cherry, Senior Vice President, The Skillman Corporation.

Also present: Rhett L. Tauber, Esq., Town Attorney; Randy Bowman, Assistant Inspector for Electric; Sue Murovic, Advisory Board of Zoning Appeals; Ed Dabrowski, IT Consultant (contract); Robin Carlascio, Editor, Idea Factory; and Mike Maloney of the Town Theatre Board of Directors, were present.

General Substance of Matters Discussed

1. **Presentation and Briefing:** *Dewberry and Associates: Presentation on Final Findings Related to Three Proposed Sites for New Town Hall.* Mr. Atilano, assisted by PowerPoint®, made a presentation offering a summary of the findings about conceptual designs for a new Town Hall and assessments related to three possible sites for the new building.
 - Mr. Atilano suggested that the building space requirements be in a range of between 11,000 to 12,000 square feet.
 - Mr. Atilano suggested that the site would require approximately 1.1 to 1.2 acres to support the new site and any storm water requirements.
 - Mr. Atilano also noted that the current schedule would be to begin construction in Spring of 2017 and conclude on or around Spring of 2018.

Mr. Atilano then offered an overview of three sites, Site 1 to be located at the southwest corner of Kennedy Avenue and Highway Avenue; Site 2 to be located on current municipally owned property near the rear of and adjoining the Central Fire Station at 2910 Highway Avenue; and Site 3, which would be adjacent to the current Highland Police Station at 3315 Ridge Road. Site three had two variations, with one to be connected to the Highland Police Station and one to be on the actual site of the current Town Hall. Mr. Atilano discussed the competing pros and cons of each site. Mr. Atilano's report recommended against the use of Site 1, and showed the viability of Sites 2 and 3, with Site three seemingly to have the lowest possible costs. However, it was noted that the third site did not include any costs associated with the temporary housing of the Town Hall staff during construction in one of the variables.

Mr. Atilano further suggested that the next step would be to proceed to design and enhanced or refined cost estimates, depending on the site preferred.

A colloquy ensued regarding whether the conceptual designs in the downtown site near the firehouse would provide for a drive up or drop off for utility bills.

Councilor Herak expressed his concern about the financing and impact of a pending EPA requirement regarding reduction of Sanitary Sewage Overflows into the Little Calumet River, with its costs being significant. Councilor Herak expressed his concern about the timing of the Town Hall construction project and the added financial burden it may create.

Councilor Wagner suggested that investing in the downtown would be desirable as the Town policy is to encourage businesses to invest there.

While not customary for Study Sessions, with leave from the Town Council, the Town Council President invited comments from visitors and interested persons who were present.

Public Comments:

1. Greg Broski, 8402 Grace Street, Highland, inquired about the ways and means of the project and whether the Town Council had considered a referendum of the public to determine whether to proceed with the project.

The Town Clerk-Treasurer explained the limitations on referenda in Indiana and also explained that while the financing mechanisms had not been formally discussed by the Town Council, the councilors probably expected to use property tax financed debt financing. The Town Clerk-Treasurer further explained that the downtown site offered greater optional financing as it was in an Redevelopment Area, and that CEDIT money could be employed for debt service as well. He further explained that if residents were already receiving circuit breaker credits, then the only way that taxes would be increased by this action would be if the value of the property increased. It was further noted that there would be a loss of revenue to the Town as the rates rose.

Mr. Broski expressed disfavor at having any tax increase.

2. Jerry Kroll, 2905 Condit Street, Highland, expressed concern about locating the town hall in the downtown and the increase to traffic that it may affect in his neighborhood. It was noted that some restrictions to access on fourth street or the parking could be introduced.
3. Greg Goubeaux, 2916 Condit Street, Highland, asked whether the zoning at the proposed location permitted the proposed Town Hall. He further expressed concern about the impact on the neighborhood and his concern about the loss of the green space in the vacant area behind the Fire Station.
4. Carol Kerr, 2185 Timberidge, Highland, noted her residential association had similar concerns with zoning of properties near their residences.
5. Mike Maloney, 8748 Prairie Avenue, Highland, suggested that there be no plaza included in the downtown site, and that the set back be made to align with the surrounding development, which has the building fronts on the sidewalk.

Mr. Maloney further inquired about the number of Town or City Halls that the Architect had designed. He further indicated that the Dewberry Website was difficult to navigate to find examples of town or city halls that were designed by the firm.

6. Amy Kroll, 2905 Condit Avenue, Highland, asked about the disposition of the current town hall and property if the project moved forward.

7. Tom Black, 3515 Garfield Avenue, Highland, also expressed concerns about snow management, plowing build-up, and parking associated with the downtown site.
8. Sue Murovic, 9214 Grace Street, Highland, inquired about the parking and the added parking located behind the Fire Station and whether it would be limited to employees or if the public could use the spots as well.
9. Mr. Jerry Kroll, Jerry Kroll, 2905 Condit Street, Highland, expressed concern regarding where the traffic would access the site, whether it would be confined to 4th Street or would include Condit Avenue, which he did not favor.

The Town Council President thanked those present for the input. He also noted that proposals for professional services were submitted by the Skillman Corporation and Dewberry Associates. There was no action regarding the proposals.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, June 20, 2016**, was adjourned at 8:20 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer